

EMERGENCY MEDICAL TECHNICIAN - BASIC

GENERAL STATEMENT OF DUTIES

Performs skilled and technical work in driving an ambulance and in administering basic emergency medical care to patients.

DISTINGUISHING FEATURES OF THE CLASS

An employee in this class drives an ambulance to the scene of emergency and non-emergency calls. Applies necessary EMT level emergency medical care to sick or injured persons, and transports persons. Tact, courtesy, and firmness are required in dealing with patients and the general public. Work is performed in accordance with established emergency medical procedures and techniques. The employee must exercise considerable independent judgement in diagnosing a victim's condition and in applying short-term relief. Work is performed under the general supervision of a Crew Chief, Training Officer, and/or EMS Manager and is evaluated by the employee's ability to respond effectively.

DUTIES AND RESPONSIBILITIES

- Responds to non-emergency calls, such as requests to transport patients from hospitals to their homes, or from a local medical facility to a specialized medical center.
- Responds to emergency calls as an ambulance driver or attendant, performs necessary rescue work, administers basic life support skills.
- Participates in a continuous training program to maintain certification and improve competence in medical technical work and in ambulance service and operation; studies street and road patterns and networks of the county in order that future runs may be made with minimum difficulty and delay.
- Performs daily inspection and cleaning of ambulance and base.
- Maintains accurate records and reports.
- Performs related work as assigned.

RECRUITMENT AND SELECTION GUIDELINES

Knowledge, Skills, and Abilities

- Thorough knowledge of basic life support procedures and policies.
- Thorough knowledge of skills in diagnosing a victim's condition and applying basic emergency medical care.
- Thorough knowledge of city and county geography and of the location of roads and streets within the county.
- Considerable knowledge of equipment and supplies employed in the emergency care of patients and victims of accidents.
- Considerable knowledge of automotive and radio communications equipment.
- Ability to respond quickly and calmly to emergency situations.
- Ability to safely drive an ambulance under a variety of weather and traffic conditions.
- Ability to lift substantial weight.
- Ability to tactfully, courteously, and firmly deal with the general public and medical personnel.
- Ability to communicate effectively orally and in writing.

Physical Requirements

Physical requirements of positions within this classification are contained in the ADA Checklist attached to respective job descriptions.

Minimum Education and Training

High School graduate. Completion of basic emergency medical technician training course.

Special Requirements

Certification by the NC Board of Medical Examiners as an EMT. Possession of a valid NC driver's license. Successful completion of an AHA BTLs course.

Special Note: This generic class description gives an overview of the job class, its job functions and recommended job requirements. However, for each individual position assigned to this class, there is available a completed job description with a physical abilities checklist which can give further details about that one specific position. Those documents should be reviewed before initiating a selection

process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions. June 16, 1999
I:\WPDOCS\SPEX\EMS-BASI.